



**JFHQ, HUMAN RESOURCE OFFICE
MARYLAND NATIONAL GUARD
FIFTH REGIMENT ARMORY
BALTIMORE, MARYLAND 21201-2288**

Staffing Section, (410) 576-6108, (410) 576-6052

You may email application/resume to HROJOB@mdbalt.ang.af.mil

MDNG Vacancies: <https://www.md.ngb.army.mil/HRO/hindex.htm>



VACANCY ANNOUNCEMENT NUMBER	#07-118
POSITION:	Powered Support Systems Mechanic, WG-5378-10, PD#: R63830 Sequence #: 365927 SALARY: WG-10: \$22.57 to \$26.36 (Steps 1-5) per hour and full range of benefits. Relocation expenses will not be paid.
DUTY LOCATION:	Army Aviation Support Facility Webster Field Patuxent River Naval Air Station St. Inigoes, MD 20684
OPEN PERIOD:	OPENING DATE: 26 April 2007 CLOSING DATE: 30 May 2007 or until filled, NTE 31 July 2007 For detailed information on the application process please see last page of this announcement: APPLICATION INSTRUCTIONS AND GENERAL INFORMATION.
WHO MAY APPLY:	This is a Maryland Army National Guard Excepted Service (Dual-Status) Technician position open to current enlisted members (E6 and below) of the Maryland Army National Guard and those eligible for enlistment.
DUTIES:	Responsible for the Ground Support Equipment maintenance program, inventory control, and the identification and scheduling of preventive maintenance requirements for ground support equipment. Perform repairs on all types of power generation equipment. Troubleshoots, disassembles, rebuilds or makes comparable major repairs to powered support systems, including major components. Makes visual and auditory checks and uses test equipment such as voltmeters, engine analysers, compression gages and torque wrenches for repair and adjustment of supported equipment. Repairs and rebuilds such equipment as motors, arc welders, load banks, electric forklifts, compressors, electric generating unit converters, frequency changers and air conditioners. Inspects and cleans parts, check for cracks, stripped threads and other mechanical damage. Check for loose connections on electrical contacts. Replaces piping and valves as required. May be a member of the Maintenance Assistance Instruction Team (MAIT) or the Command Maintenance Evaluation Team (COMET). Performs other duties as assigned.
QUALIFICATIONS REQUIRED:	General Experience: Experience, education or training which demonstrates the knowledge of mechanical maintenance work; ability to read and use technical manuals, illustrations, diagrams and schematics, and skill in the use of equipment and hand tools used in troubleshooting, testing and repairing equipment. Specialized Experience: Must possess 18 months of the following type of experience: Experience removing, adjusting, replacing, cleaning, and installing parts, components, and accessories; experience which provided working knowledge of mechanical, electrical, and hydraulic theory applying to powered support equipment and systems; and skill to replace, fit, install, and make adjustments; experience which provided working knowledge of the makeup and operation of the various individual systems maintained and their interrelationships; experience reading and interpreting parts list, manufacturers' repair manuals, diagrams, and electrical schematics. Physical Effort: Frequent climbing, bending, reaching, crouching, stooping, kneeling and arm movement is required. Frequently lifts and carries items weighing up to 40 pounds and occasionally lifts heavier items using jacks, hoists, or other helpers. Military Compatibility: Prior to appointment to this position the selectee must be qualified for, or assigned to a compatible military position in one of the following DMOS/DAFSC specialties: Enlisted: 52C, 52D, or 63B. Applicants must either be assigned or meet prerequisites for assignment to Detachment 1 Co B MI (TUAS) (UIC: PHLB1) Special Troops Battalion (STB). * Other Requirements: Must qualify for the appropriate security clearance required.
BASIS FOR RATING:	Substitution Of Education for Specialized Experience: Successful completion of 30 semester hours or 20 classroom hours of instruction per week of undergraduate study in an accredited college, university or technical or vocational school may be substituted at the rate of one year for 6 months of specialized experience. The education must have been in fields directly related to the type of work of the position. APPLICANTS WHO ARE SUBSTITUTING EDUCATION FOR SPECIALIZED EXPERIENCE (TOTALLY OR PARTIALLY) MUST INCLUDE EITHER AN OFFICIAL COLLEGE TRANSCRIPT; OR STATEMENT FROM THE REGISTRAR, DEAN, OR OTHER APPROPRIATE OFFICIAL OF THE COLLEGE OR INSTITUTION.

TECHNICIAN VACANCY ANNOUNCEMENT #07-118

KSA's (Knowledge, Skill, & Ability)	<p>Applicants meeting the basic qualifications may be further rated and ranked on their experience related to the knowledge, skills and abilities (KSA's) stated below. These KSA's are essential for successful performance in the position. Each applicant should fully explain on their resume or application or on a separate attachment how they meet each KSA listed below: Address the following factors in detail; giving dates of experience and in what position the experience was gained. This information is used only for ranking and rating of applicants and not used for qualifying applicants. Resume must reflect applicable experience.</p> <ul style="list-style-type: none">(a) Knowledge of and skill in repairing, overhauling and rebuilding major assemblies and systems of powered support systems equipment;(b) Ability to troubleshoot more complex malfunctions requiring knowledge of the interaction of several subsystems;(c) Skill in using hand tools, power tools, and precision measuring equipment;(d) Skill in using diagnostic and test equipment; and(e) Ability to interpret technical manuals, illustrations, specifications, diagrams, and schematics to make repairs and modifications.
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TECHNICIAN VACANCY ANNOUNCEMENT #07-118

APPLICATION INSTRUCTIONS AND GENERAL INFORMATION:

When this announcement closes, each application will be evaluated. The Human Resources Office (HRO) will compare your experience with a standardized set of qualification criteria (Specialized Experience) for the particular position being announced. If there is more than one grade listed on this announcement, you may be found qualified at one of those grades according to the experience you have listed (see first page under "SPECIALIZED EXPERIENCE"). If your application is found qualified, it will be rated accordingly and will be forwarded to the selecting supervisor, up to ten qualified applicants. If found not qualified, you will receive a letter indicating that you were "not qualified" and the reason(s) why. You, the applicant, are responsible for the completion and turn-in of your application, all contents, and attachments. Incomplete applications will be considered "Not Qualified" because of lack of information. The HRO is not responsible to inform you that your application is incomplete. When the qualification records are completed for the selecting supervisor, the decision is final. **YOU MUST REVIEW THE CONTENTS OF THIS INSTRUCTION SHEET TO COMPLETE YOUR APPLICATION/RESUME PROPERLY.**

At a **minimum**, your application (a resume, or OF 612, or any other format you choose) must include the following information:

1. A typed or neatly printed detailed narrative of your employment history is required.
2. Announcement number and title of the position for which you are applying.
3. Your full name, mailing address, appropriate phone numbers, Social Security Number and date of birth.
4. A detailed narrative of your work experiences (paid or unpaid), training, education, and/or other information that relates to the specialized experience stated on the vacancy announcement. Use complete dates (mm/yyyy) to indicate each amount of experience you have. Include pertinent military experiences and describe duties in detail. You may use continuation pages to include all related experience. Ensure that both military and civilian experiences are fully described, to include time frames. Include your military rank, civilian/federal grade, Company/ unit of assignment, and Title/ MOS/AFSC. List your position title, Federal grade/ step, supervisor, phone numbers, dates you have held each job and a detailed duty description.
 - a. DO NOT use Appraisals or Appraisal Standards as proof of your experience. Do not include copies of military appraisals.
 - b. List your National Guard (traditional/M-day duties) separately from your other job experiences. List your position, unit of assignment, and MOS or AFSC, military grade, supervisor, phone numbers, dates you have held each job and a detailed duty description.
5. If you have completed any technical, military, or college courses, include copies (unofficial/ official) of your school transcripts with the application. This may assist you in using the Substitution for Education.
6. **WRITE A SUMMARY OF EACH KSA** (including from and to dates (mm/yyyy) for each KSA) **TO EXPLAIN HOW YOU MEET THEM.**
7. List all pertinent military schools and training completed. You may include your certificates of completion and any special licenses for possible credit towards qualifying.
8. Optional Form (OF- 306), Declaration of Federal Employment, may be attached to your application.
9. If mailing your application. **STAPLE** all documents together in one package. **DO NOT** use binders, folders or notebooks when you turn in your application. These items will not be returned to you. Applications/resumes that have been mailed in a U.S. Government envelope will not be accepted.
10. Please sign and date application if mailed, scanned or faxed.
 - a. The application must be received in the HRO not later than close of business (17:00 hours) on the closing date.
 - b. You may also fax your complete application to: (410) 576-6176, prior to the close of business at 17:00. The HRO is not responsible for incomplete faxes. Please contact HRO Main number (410) 576-6054 to ensure that your fax arrived and was complete.
 - c. You may also email your complete application to: HROJOB@mdbalt.ang.af.mil. You will receive a confirmation email. Submit your emails prior to 23:59 on the closing date. The HRO is not responsible for delays in the network processing your email.

SUBMIT YOUR APPLICATIONS TO: Human Resources Office
ATTN: HRO-Staffing Section
Maryland National Guard, Human Resource Office, JFHQ
29th Division Street Baltimore, Maryland 21201
410-576-6052 or DSN 496-6052

NOTES:

All employees must participate in Direct Deposit/Electronic Fund Transfer.

As a condition of employment, all National Guard Military Technicians are appointed in the excepted service under the authority of 32 U.S.C. 709, and are required to serve a one-(1) year trial period. This trial period is used to monitor the employee's job performance, personal conduct, and determine if they possess the qualities necessary for continued government service. Some Selectees' may have to serve another trial period if transitioning to another occupation series or entering into a supervisory position.

Applications of non-selected applicants will not be returned, and will NOT be filed in the Official Personnel File (OPF). Should a position be announced at less than the authorized grade (Trainee), the selected applicant may be promoted when he/she meets all qualifications and is recommended by the supervisor.

IF YOU ARE SELECTED FOR THE POSITION: The HRO is responsible for notifying you that you were selected for the position, and will inform you what to do next. You will receive a letter in the mail from an HRO representative informing you of your hire date and in-processing date, and whom to contact with your questions.

Selected Reserve Incentive Programs: Acceptance of a Permanent or Indefinite Excepted Service Position will cause termination from Selected Reserve Incentive Program (SLRP) Military Bonus. Please contact the Education office regarding details that may affect your SRIP incentives (ARMY: NGR 600-7, AIR: ANGI 36-2607).

OSHA Physical (for specified occupation series): Selectee(s) will be required to satisfactorily complete an OSHA physical examination prior to being assigned to some positions. Upon notification of selection, contact information will be forwarded to the selectee(s) requiring an OSHA physical because of the occupation series involved. Selectee' will be notified of a Start date upon successful completion of the OSHA physical.

IF YOU ARE NOT SELECTED FOR THE POSITION, the HRO will inform you that you were not selected. The HRO, may if requested, advise you of ways to improve your interview techniques or your application in order to enhance your opportunities for future vacancies. HRO Staffing section is available to give advice on how to build a better application/ resume.

EXPLANATION: An Excepted position is exempt from normal procedures used in hiring for Federal Civil Service in that applicants are neither formally tested nor obtained from a register. Excepted Technicians, during the course of employment, will receive the same benefits as all other Federal employees, including coverage under the Civil Service Retirement System or Federal Employees Retirement System. Excepted Technicians are required to wear appropriate military uniform, and must become active members of the Maryland National Guard.

THE MARYLAND NATIONAL GUARD IS AN EEO EMPLOYER: All applicants will be considered without regard to race, color, religion, national origin, age, sex, non-disqualifying physical handicap, except when the applicant involved is ineligible to become a member of the Army or Air National Guard because of regulatory restriction on age or sex (Excepted positions only). All announcements must be posted on Official MDNG unit/office bulletin boards, in a public area, until the closing date, at which time they may be filed or destroyed. Extra copies of all announcements are available at HRO. Call (410) 576-6054, or DSN 496-6054.